

*Commissioners*

**MARISEL A. HERNANDEZ**, *Chair*  
**WILLIAM J. KRESSE**, *Commissioner/Secretary*  
**JONATHAN T. SWAIN**, *Commissioner*  
**LANCE GOUGH**, *Executive Director*



**Board of Election Commissioners for the City of Chicago**  
**Minutes of the Regular Board Meeting**  
**August 13, 2019, 9:30 a.m.**

**69 West Washington Street, 8th Floor Conference Room, Chicago, Illinois 60602**

**Board Members:**

Marisel A. Hernandez, Chairwoman  
William J. Kresse, Commissioner/Secretary  
Jonathan T. Swain, Commissioner

**Staff:**

Lance Gough, Executive Director  
Charles Holiday, Assistant Executive Director  
Adam W. Lasker, General Counsel [absent]  
Joan Agnew, Deputy Counsel  
James P. Allen, Communications Director [absent]  
Peter Peso, Deputy Chief Administrative Officer  
Bill Perez, Hispanic Outreach Coordinator  
LaCretia Dandridge, Manager-Human Resources  
Paulina Mysliwiec, Acting Manager – Community Services  
Opal Walls, Purchasing Agent  
Sarita Villarreal, Consultant  
Trupti Patel, Law Clerk  
Gary Ryczyn, Consultant  
Geneva Morris, Videographer  
Trish Sheehy

**Guests:**

C. Betty Magnus, Rainbow P.U.S.H.

- I. Call to Order: The meeting was called to order at 9:37 a.m.
- II. Roll Call: All Board members were present.
- III. Consideration of Agenda: The agenda was accepted as presented.
- IV. Approval of Minutes:
  - A. Minutes of the Regular Board Meeting of June 25, 2019. Commissioner Swain moved to approve the Minutes of the Regular Board Meeting of June 25, 2019. Commissioner Kresse seconded the motion. The motion was approved by 3:0 vote of the Board.

V. Executive Director's Report (Mr. Lance Gough)

Executive Director Lance Gough reported as follows:

- The Bud Billiken Parade was on Saturday. Mr. Gough walked the entire route and met with many Deputy Registrars. Many voter registrations were taken.
- Mr. Gough spoke with the Lieutenant Governor's Office. They expect that the pre-trial detainee bill will be signed on August 21<sup>st</sup>, and they're working on a location. Mr. Gough offered our office and the State Board offered their offices. Wherever the bill is signed, they would like a representative of the Board to attend.
- Wednesday we will be meeting with Voting Access Chicago regarding our accessibility program. Equip for Equality has trained almost all of the City agencies (whose property we use for Polling Places) to go out and survey the City properties. Our office personnel was trained last week on the electronic survey tool. They will be using iPads to complete the surveys and take photos. The application has been working well. Mr. Gough is pleased with the progress that we have had with this tool and we are still refining it.
- There will be a joint meeting of the Association of Election Commissioners of Illinois (AECOI) and the Illinois Clerks' Association on September 22<sup>nd</sup> in Springfield. Both General Counsel Adam Lasker and Assistant Executive Director Charles Holiday will attend. The two associations include both types of agencies (County Clerks and Election Commissions) that handle elections in Illinois. The meeting will include demonstrations of voting equipment; numerous vendors will be there.
- We are planning on having someone come in and conduct a program on post-election audits. Our key personnel will attend this program. Mr. Gough believes that we will benefit from this program.

A. Assistant Executive Director (Mr. Charles Holiday)

Assistant Executive Director Charles Holiday reported as follows:

- Mr. Holiday sat in for a portion of the training conducted by Equip for Equality.
- Registration Manager Jim Carli and the Registration Department are working on duplicate registration matches from the Electronic Registration Information Center (ERIC) for the November 2018 election. The duplicate matches were sent to us by the Illinois State Board of Elections (ISBE) after checking ERIC. Once data are verified we will be in touch with ISBE and General Counsel Adam Lasker.
- We have started meeting with various companies regarding our need for the conversion of our microfilm and microfiche files.
- We are preparing for the upcoming Mail Canvass
- We are preparing for the implementation and roll-out of new voting equipment.

B. Communications Director [Mr. Jim Allen - absent]

VI. Old Business

- A. Infrastructure Projects and Changes in Election Administration: Much of this was addressed at the last Board meeting.
- B. Electronic Poll Books: Mr. Holiday reported that we are continuing our weekly meetings, with the next meeting at 9:30 tomorrow.
- C. Voting Equipment: Addressed this at the last Board meeting. The process of negotiating the agreement has begun.
- D. Legislation: [General Counsel Adam Lasker – absent] The Chair noted that the pre-trial detainee legislation was already addressed by Mr. Gough.

VII. New Business

- A. Consideration and possible approval of a contract for an executive search firm for future employment/recruitment purposes:
  - The Chair mentioned that the Board's Human Resources (HR) director, LaCretia Dandridge, has conducted a search of possible search firms for this position and has made a recommendation to the Board.
  - Ms. Dandridge recommended one firm based on experience and professionalism. Ms. Dandridge had reached out to four companies. The recommended company has experience in Government recruitment and is coming to the City. The recommended firms has been very responsive to inquiries from Ms. Dandridge, while one of the other companies has not responded to Ms. Dandridge's requests for information at all.
  - The recommended company has several offices and would have no problem conducting a nationwide search. They were also responsible for finding the Executive Director of the Municipal Employee Annuity and Benefits Fund (MEABF)

Commissioner Kresse made a motion to enter into further negotiations for a final agreement and to authorize the Executive Director to sign such an agreement for Executive Recruitment with an estimated fee of 33.3% of selected candidate's salary with a minimum fee of \$35,000 and any appropriate, necessary and reasonable expenses. Commissioner Swain seconded the motion. The motion was approved by unanimous vote of the Board. The final agreement contingent upon the Board's Attorney's negotiation of the agreement, approval of the agreement and the Executive Director's signature.

VIII. Legal Report: General Counsel Adam Lasker was absent. Deputy Counsel Joan Agnew stated there is no Legal Report.

IX. Financial Report: none

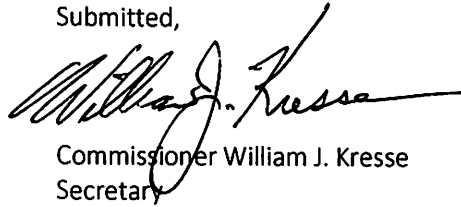
X. Public Comment: none

XI. Executive Session: none

XII. Adjournment: Commissioner Swain moved to adjourn until the next Regular Board

meeting of August 27<sup>th</sup> at 9:30 a.m. Commissioner Kresse seconded the motion. The motion was approved by a 3:0 vote of the Board. The meeting was adjourned at. 9:49 a.m.

Submitted,

A handwritten signature in black ink, appearing to read "William J. Kresse", written over the printed name and title.

Commissioner William J. Kresse  
Secretary